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Meeting of Pentyrch Community Council held at 6.30 on the 16<sup>th</sup> December 2024 at Pentyrch Village Hall & online via Google Meet.

## **MINUTES**

### **1. In attendance**

Cllr's Krip, McGrath, Marshall, Davies, Roberts, Pickard, Thomas, Rosser, Hardy  
Clerk  
Apologies for absence  
Cllr's Quilter

### **2. No declarations of interest**

### **3. Public and Press**

Andrew Smith (PSOS)  
Graham Benson

### **4. Approved the Minutes of the meeting held on the 18<sup>th</sup> November 2024 with 2 additions:**

- Andrew Smith was in attendance
- That Andrew Smith repeated his comment shared in the October meeting that 40.7% of Pentyrch residents responded to the UHB Transport Survey regards the relocation of Pentyrch Branch Surgery of which 59.8% stated they currently walk to the surgery and that 52.2% anticipate problems in accessing a surgery in Rhydlafer. “

Cllr Krip reminded councillors that the position of Vice Chair remains vacant.

The Clerk commented that:

- A letter had been sent to the owners of the property who had made a claim for adverse possession, requesting the boundary fence be repositioned to reflect the correct boundary
- The roof quotation had been checked & it includes the cost of scaffolding
- The roof works are anticipated to start on the 6<sup>th</sup> January subject to weather
- The roof works will not require the relocation of staff
- BT have been contacted in relation to the defibrillator for Gwaelod and a 90 day consultation period is required

### **5. Agreed the minutes of Friends of the Garth Group held on the 12<sup>th</sup> November 2024.**

In relation to the proposed signage & replacement barrier Cllr McGrath is to meet the CMO on site to explain the requirements.

The requirements may need to be amended once CC has installed new highway signage.

## **6. Planning Committee held on 4th December 2024.**

( a ) Application No 24/02767/FUL - Land At Bryn Gwennol Cottage Efail Isaf Road Pentyrch Cardiff CF15 9NQ

In view of the size of the proposed stable block & its location within the special landscape area / green wedge it was agreed that PCC would object to the application .

( b ) Application No 24/02772/106A Land To The North Of M4 Junction 33 Creigiau Cardiff Application under S106A of the Town and Country Planning Act (TCPA) 1990 (as amended) to Modify the Section 106 agreement relating to the Second Schedule (Affordable Housing), Sixth Schedule (Open Space), Seventh Schedule (Park & Ride), Eighth Schedule (Local Centre) and (Ninth Schedule - PROW) of planning permission 14/00852/DCO granted 07/09/2017

No comments

Cllr Thomas had attended a workshop on the South-East Wales Strategic Development Plan and commented upon:

- The existing arrangements which involved a national plan set by Welsh Government & LDP's determined by each Unitary Council
- The new arrangements which introduced 4 Strategic Development Plans (SDP's) across Wales in addition to the national plan & LDP's
- 10 Unitary Councils were required to collaborate on the preparation of the South-East Wales SDP
- The SDP's will take precedence over the LDP's & there will a period of transition as the SDLP's are yet to be determined & the LDP's are in existence
- The preparation of the SDP's is to start in 2025 with adoption anticipated to be in around 2 years
- Cllr McGrath proposed this information be shared in both the Community Link & on the Website
- Cllr Thomas is to consider whether or not "place" plans are required for community councils.

## **7. Approved the Minutes of the Staffing Committee held on the 11<sup>th</sup> December 2024 and discussed the:**

- Provision of mobile phones for the CMO's due to lone working  
As both CMO's already use mobile phones for PCC business it was agreed not to purchase additional phones but to make a financial contribution to each CMO of £5 per month, effective from the 1<sup>st</sup> January 2025

- Purchase of an office mobile to which calls would be diverted when staff were working from home  
As the 3 office-based staff already use their mobile phones for PCC business, and calls to the office phone can be diverted to these mobile phones it was agreed not to purchase a mobile phone but to make a financial contribution to each officer of £5 per month, effective from the 1<sup>st</sup> January 2025

Cllr Krip referred to the process for highlighting any issues of concern in relation to PCC activities. Councillors were asked to alert the Chair or Clerk to any concerns at the time they arise in order that the matter can be promptly addressed.

**8. Approved the Minutes of the Finance Committee held on the 11<sup>th</sup> December 2024 and agreed the following recommendations:**

(a) Payments in excess of £2,000:

Net pay CD - £2666.52

Net pay AI - £2065.17

HMRC - £2356.35

Pension Fund - £2582.67

Sovereign Play - £2330.24

(b) Creation of a earmarked reserve of £10,000 for the resident's consultation.

In relation to the Draft Budget for 25/26 no further comments or suggested additions had been received from Members. The Business Plan is to be added to the agenda of the meeting of Council on the 6<sup>th</sup> January for consideration in advance of the budget setting decision on the 20<sup>th</sup> January.

**9. Transport issues G1 and Pentyrch GP surgery relocation Transport Task and Finish Group - update from Cllr McGrath**

**a) G1 Bus service**

PCC have had a meeting with a representative of Cardiff Transport and our 3 Cardiff Councillors.

PCC asked for a (reduced) G1 service to be reinstated but we were immediately informed there is no funding available for this.

Cardiff Transport have advised the only option for residents is to develop a voluntary community transport service. Cardiff Transport are preparing a proposal for PCC to consider. Cardiff Transport may be able to support in the set up by providing a vehicle and maintenance of that vehicle.

A second meeting was attended with Cardiff Transport and Emma who advises groups setting up Community Transport Scheme. PCC asked for some information which includes an overview of how to set up a scheme, and example business plan and job descriptions etc. Emma has sent this through, but we still await the proposal from Cardiff Transport.

FOR YOUR CONSIDERATION we could hold a town hall meeting in Gwaelod y Garth to share information about setting up a Community Transport Scheme with residents and see if there are people willing to set up a not for profit community transport body.  
If we are going to hold a meeting who / how would we invite people and when would be best?  
I would suggest we invite Emma to attend to answer questions?

In view of the challenge in communicating with residents whose circumstances will vary, it was agreed to include an insert in the February edition of the Community Link seeking expressions of interest in the development of a community transport scheme.

### **b)136 Bus service**

PCC have requested the 136 bus route be extended to Creigiau which would allow people to access the new GP Branch Surgery location via 2 buses in a more reasonable time than going to Llandaff by bus. Cardiff Transport informed us immediately there is no funding to implement this.

FOR YOUR CONSIDERATION - we could consider including transport questions in our survey specifically about extending the 136 to see if there is value in continuing to pursue.

It was agreed that this issue should be included amongst the questions in the resident's consultation.

### **c)GP surgery relocation Transport Task and Finish Group**

The meetings of the Health Board Task and Finish group have come to an end. PCC has attended every meeting representing all constituents and taking into account all concerns raised by the community. Thank you to all councillors who have been providing feeds into this process via emails and PCC work groups.

PCC also ensured residents action groups had a seat at the Transport Task and Finish Group and their views were properly considered.

Recommendations by PCC to the Health board and Cardiff Council include ...

A reminder about the problem statement to be included in the report.

A reminder of the key principles of the Transport Task and Finish group to be used as the measure.

The need for multiple transport solutions to meet the range of resident's needs ....

1. For those struggling to get to the new GP practice location: GP practice to arrange a taxi service funded by the Health Board for 5 yrs. (5 yrs would meet the sustainability criteria and allow for changes in public transport to meet the transport needs going forward)

- a. HB can only commit to one year of funding and then a review.

Correspondence is invited through the medium of English or Welsh  
*Gellir llythyru a'r Cyngor yn Saesneg neu yn Gymraeg*

- b. Patient eligibility criteria to be determined.
  - c. Charges for patients to be determined.
- 2. To enable people who rely on Public transport and in line with the Cardiff active travel policy to access a GP practice: the Health Board to ensure residents are able to join a GP surgery accessible by public transport by opening / flexing GP boundaries in Whitchurch.
  - a. HB explained this is not possible because of the contracts in place with GP practices.
  - b. So it looks like the best option for Pentyrch residents to access a GP surgery without access to private transport will be a 1hr 10min journey to Llandaff main surgery via the 136 and 24 bus route.
- 3. To continue to provide assisted travel for more vulnerable - CCC to continue to fund and improve investment in VEST as this is currently a vital and underfunded service for over 65s and others who are eligible.
- 4. As most people attending the GP new location will now need to arrive by car, parking spaces should be sufficient to accommodate attendees of the practice at peak times.
- 5. As the Task and Finish Group closes, we recommend to the Branch Surgery Project Team that residents are represented in the project team to support good communication, engagement and best decision making for residents.

FYI - During the period of the Task and Finish Group the company who was going to build the new branch surgery withdrew and the Health Board put forward a business case to build the New Branch Surgery and this has agreement to move forward given by Cabinet Secretary for Health in Wales on 4<sup>th</sup> Dec.

The final report has been received & Cllr McGrath requested councillors provide any comments before the 24<sup>th</sup> December.

## **10. To consider matters arising from the Minutes not reported elsewhere:**

- FOI request to CC, reminder sent 22cd October 2024
- G 1 letter to Cabinet Member, reminder sent 22cd October 2024

Following meetings with Cardiff transport a proposal is awaited in relation to a community car scheme.

- Hairpin Bend letter to CC, reminder sent 22cd October 2024 – Response received from Highways Dept on the 11<sup>th</sup> December

Cllr Thomas asked if CC had consulted with residents – Cllr McGrath will share correspondence with Cllr Livesy

## **11. Health & Safety issues**

**The Clerk commented upon the:**

- Report received on noise & vibration testing of equipment
- CMO's to be provided with improved hearing protection devices
- CMO's to be provided with instructions on timespans for using equipment per day
- The need to consider replacement of equipment due to the usage timespans adverse impact on completion of tasks

## **12. No planning applications received since the meeting of the Planning Committee**

## **13. Enhancement of the toilet on the ground floor of the Office so that it can be used by the disabled.**

- Wheelchair access to library tested & is adequate
- Wheelchair access to toilet tested, not possible due to available space

The importance of this issue was recognised & other options are to be considered.

## **14. Report of the Community Engagement Officer.**

In relation to the photographs of the King & late Queen in the office Cllr Roberts stated:

“The royal family is, whether we care to admit it or not, a political issue in this country. Many people using the council's facilities will want Wales to be an independent republic. Others, who don't want Wales to be an independent republic, will oppose the royal family entirely or will oppose some of their activities - for example, recent revelations about their charging rent from charities and hospitals, the Crown Estate lands in Wales, and so on.

The community council should not be taking a political stance, or giving the impression it's taking a political stance. There is no need to have these portraits here. They do not add anything to the council's work and cause un-necessary bad feeling. It would not be acceptable to have a portrait of Owain Glyndŵr hanging there. “

It was agreed that the photograph of the King should remain & that of the late Queen should be taken down.

Discussion of the arrangements for VE Day are to be included on the agenda of the meeting on the 6<sup>th</sup> January, together with a request for councillors to volunteer to assist.

## **15. No reports from Cardiff City Council Councillors.**

## **16. Reports from Councillors, including training undertaken.**

Cllr Roberts attended meeting of Nature by the Taf & commented on the expertise available in relation to environmental projects

Cllr Rosser - CC signage for footpath which has been turned around

Cllr Thomas

- development of 2 new houses close to the mosaic & damage caused to the pavements
- Third CMO, the Clerk explained a recruitment advertisement is to be included in the February edition of the Community Link

Cllr Davies – Star Lane drainage works are not fit for purpose – need to await completion

Cllr McGrath – Suggested Cllr Davies share information on the way forward with the Star Lane drainage works

Cllr Krip

- Thanks to Cllr McGrath for the reading at the Carol service
- Covid day of reflection (9<sup>th</sup> March) to be included in the Community Link
- The Yoga Centre will be opening on the 1<sup>st</sup> January
- Thanks to CEO for attending the Lan Memorial Service
- Hats on Bollards to be secured

**Next Meeting – 6th January 2025**